

A Regular Meeting/Closed Session of the Durham County Board of Health, held July 10, 2003, with the following members present: William T. Small, Chairman, Mary D. Jacobs, Ruth Smullin, Robin Blanton, Dr. William Bordley, Lorraine Salois-Deane, Dr. Ronald Spain, John Zatti, and Dr. James Shade.

Excused Absence: Dr. Philip McHugh and Sandra Peele.

**CALL TO ORDER.** Mr. Small, Chairman, called the meeting to order.

**APPROVAL OF MINUTES.** The following correction was made to the minutes of May 8, 2003 on page 1 paragraph nine. The sentence should read: *Ms. Smullin, Dr. Spain, and Ms. Salois-Deane were in attendance.*

Ms. Salois-Deane made a motion to approve the minutes of May 8, 2003 as edited. Dr. Spain seconded the motion and it was approved unanimously.

**APPROVAL OF FEE SCHEDULE FOR COPIES OF MEDICAL RECORDS.** Mr. Letourneau presented this item to establish policy for providing copies of medical records to clients. Health Insurance Portability and Accountability Act [effective 4-14-03].

There was Board discussion.

Mr. Letourneau said the Department could assess the requests for records and if deemed necessary the schedule would be brought back to the Board for an adjustment in the future.

Ms. Jacobs made a motion to adopt the following fee schedule. Ms. Smullin seconded the motion and it was approved with no opposition.

#### *RECORD COPY FEE SCHEDULE FOR MEDICAL RECORDS*

*Clients have the right to inspect and request a copy of their own health record as provided in 45 CFR 164.524.*

*The Health Department anticipates an increase in the requests for copies of medical records and recommends record copy fees be established in accordance with the N.C.G.S. 90-411.*

*The following record copy fee schedule becomes effective **July 11, 2003** upon its adoption by the Durham County Board of Health.*

***\$ .25 per page not to exceed \$25***

**APPROVAL OF ANNUAL GROSS FAMILY INCOME SLIDING FEE SCALE – 100% TO 250% OF POVERTY (NC PUBLIC DIVISION OF PUBLIC HEALTH Revised 2/2003, Effective 7/2003).** Mr. Letourneau reported to the Board that the sliding fee scale could not be changed and recommended its adoption as presented.

Dr. Spain made a motion to adopt the Annual Gross Family Income Sliding Fee Scale as presented. Ms. Salois-Deane seconded the motion and it was unanimously approved.

**FAMILY PLANNING CLINIC FEE POLICY [UPDATE].** Ms. Gayle Harris, Assistant Health Director, presented this item.

Ms. Harris said the Department reviewed the current policy as the result of the Women's and Children's Health Program monitoring requirement that women who

2 A Regular Meeting of the Durham County Board of Health, held July 10, 2003.

choose to be a family of one will not have to submit income information from other family members, otherwise their cost might be higher than they could individually pay.

She reviewed other changes that are reflected in the *Manual of Policies and Procedures for Family Planning Services Clinic Fees* [revised June 2003].

Ms. Harris responded to questions from the Board.

Mr. Blanton made a motion to adopt this item as presented. Dr. Jacobs seconded the motion and it was approved with no opposition.

**UPDATE ON SENATE BILL 672.** Mr. Letourneau said the revised bill has passed the third reading in the Senate and has been referred to the House.

The Health Director reported that in all likelihood this revision of SB 672 [6/18/03] would be passed and signed by the Governor. He said there are key changes in the revision that allowed the North Carolina Association of Local Health Directors (NCALHD) to support the revised bill.

- The original bill addressed the consolidation of local public health agencies into merged departments of no more than 20 and no less than 10. This language has been eliminated from the bill but it continues to encourage local health agencies that are not able to provide a full array of services to seek partnerships with other local health agencies and potentially merge with them. The Durham County Health Department is not likely to be involved with any kind of merger at this time.
- The revised legislation requires the local public health agency to submit a list of health priorities, as opposed to the local public health agencies creating a comprehensive plan early in the process, that have been developed in conjunction with the Board of Health, Board of County Commissioners, and interest groups and to hold a public hearing to receive public comment. The list of health priorities is due to the Secretary of Health and Human Services not later January 1, 2004.

Mr. Letourneau believes the Health Department is in a very good position to satisfy this requirement for providing priorities to the State because it is involved in the Community Health Assessment (CHA) that is completed every 4 years. It is being conducted at the present time with Durham Health Partners, Inc. and Dartmouth University. The CHA will provide an excellent sense of the health issues from the public's perspective because a community health survey that is a requirement of the CHA is being conducted by Durham Health Partners.

The Health Director said what is needed in addition to the CHA is work with the Board of Health, Board of County Commissioners, and to hold a public hearing to present these issues to the public and get the public's feedback before a final list of priorities is sent to the State.

Mr. Letourneau said the revised bill is more palatable, it is a bill that public health as an industry can support, but the Association of North Carolina County Commissioners does not support the bill because the Association views it as an un-funded mandate.

The Health Director said there is a section of the bill that refers to local public health agencies obtaining accreditation by January 1, 2005. He said it is unlikely that an accreditation program can be developed and that 85 health departments will get on board and complete the process in 18 months. He believes these timeframes are ambitious but he does believe the revised Senate Bill 672 titled *Strengthen Public Health Infrastructure* will become law.

In response to a question, Mr. Letourneau said he communicated with Senator Lucas about the accreditation issue and that the deadlines were extremely ambitious and should be extended. He also stated that in the original version of the bill the County was

3 A Regular Meeting of the Durham County Board of Health, held July 10, 2003.

to develop a health plan before the State developed its health plan, that part of the language was changed in the revised bill.

He said the NCALHD has been working on accreditation for a number of years so it will be in a better position to deliver an accreditation process, but he believes that 18 months is still ambitious to get the process accomplished in the State. He said the NCALHD is supporting the senate bill as written.

The Chairman thanked the Health Director for the update.

**HEALTH DIRECTOR'S REPORT - June 2003**

**NUTRITION DIVISION**

**Staffing Status Impacting Services**

- Congratulations to Jennifer Bellizzi on the birth of a son, Samuel, in April. Jennifer will be on medical leave until early August. We are recruiting temporary staff to fill the gap of this part-time clinical nutritionist.
- The child care/preschool nutritionist resigned leaving a gap in that service area.
- The adolescent nutritionist position has been unfrozen by County Human Resources and is being recruited with a hiring preference for bilingual skills in Spanish. That position will work in the DINE for LIFE program with two middle schools that meet required economic criteria and also with community programs serving teens from families eligible for food stamps. The focus is on healthy nutrition for teens, physical activity and food safety.

**Success Stories/Outcomes/Impacts**

- A kindergarten teacher at Lakewood was so enthusiastic about the nutrition lessons taught during the year that she requested copies of all videotapes used by the nutritionist so she could use them to reinforce concepts learned. She had previously requested materials to use in decorating a fruit and vegetable bulletin board to reinforce several lessons.
- A cafeteria worker at Watts asked the nutritionist for education brochures on healthy eating for her overweight daughter. The brochures were provided.
- A fourth grade teacher asked the nutritionist for information on nutrition for her summer school classes. A packet of information and resources were provided.
- During the fruit and vegetable promotion at C.C. Spaulding, a student approached the nutritionist and stated that he told his mom about the breakfast sundae he ate during the breakfast lesson and asked his mom to make it for him. Two other students stated they were sad nutrition classes were over, and they asked the nutritionist to come back and teach again.
- A first grader ran down the school hall to tell the nutritionist that he had eaten spinach! At the same time the student made "muscles" with his arms.
- An office staff person at Watts asked the nutritionist to suggest websites she and her husband could access for good nutrition information. The websites were provided via email.
- A third grade teacher at Lakewood talked about how much she and her students learned from nutrition classes this year. She stated that she was looking forward to being part of the DINE for LIFE program next year.
- A teacher at Lakewood asked the nutritionist for a recipe prepared for "Health Night" at Lakewood that the teacher liked and knew was healthy. She wanted to prepare it for a group of students.
- At Burton, the nutritionist asked a kindergarten class what they learned during the last class on fruits and vegetables she taught. One of the students yelled out "Rainbow!" (signifying choosing many colors and variety of fruits and vegetables) The teacher said, "They keep saying that all the time." When the nutritionist asked how many fruits and vegetables should they eat everyday, the students all yelled "Five"!
- "She was helpful. And I will always come back to her", "Everyone was extremely nice and patient" from two clients who received nutrition counseling at the Department's Nutrition Clinic.
- "I really appreciate all the staff at the Health Department. I have been coming to the Durham Health Department for 15 years and every time I come in I get the best of

#### 4 A Regular Meeting of the Durham County Board of Health, held July 10, 2003.

help and advice. I commend everyone for a job well done. God bless you all”, from a family planning client who received nutrition services during her clinic visit.

- “The nutritionist is very knowledgeable and helpful”, from the parent of a special needs child who received a home visit and counseling from the nutritionist.
- “She was very good at explaining things to me and I would love to speak with her when I need more questions answered. Thanks!”, from a client who received nutrition counseling from Health Department nutritionist at Duke University Medical Center’s high risk OB clinic.
- “Thank you very much. Everyone was great”. “The personnel is very friendly”. “May you receive blessings for all the hard work you do”, from three Spanish-speaking clients who received nutrition services during their OB visits.

#### **Elementary Schools**

- Conducted 31 summer nutrition sessions and six healthy foods taste tests with 456 student contacts in DINE for LIFE target schools. Sessions included an “overview” of classes taught during the school year, Fruit and Vegetable Rainbow, Food Safety, and Fitness.
- Conducted fruit and vegetable promotions at Watts, Eastway, E.K. Powe, and C.C. Spaulding. Promotions included classroom lessons, environmental cues such as bulletin boards, fruit and vegetable mobiles, and posters to highlight fruits and vegetables served in the cafeteria the day of the promotion.
- Completed post-intervention environmental/policy assessments and teacher feedback surveys in 10 DINE for LIFE target schools. Results will be analyzed and provided in the DINE annual report.
- Conducted a total of 440 post-intervention screenings, including open-ended questions, with 390 students in 10 DINE target elementary schools. Pre and post-intervention screening data is being entered in Access database in preparation for data analysis and program evaluation.
- Distributed 1,000 Alive! Newsletters (500 each of issues 2 and 3) to children in target classrooms to take home to their parents. These issues featured key articles related to “Nutrition and Overweight”
- Provided Food Guide Pyramid lunch sacks to the cafeteria manager at Fayetteville Street. The lunch sacks were used on a school picnic and reinforced the pyramid lessons taught by the nutritionist to more than 80% of the school's classes.

#### **Medical Nutrition Therapy Services**

- Received new referrals for 63 children and 17 adults.
- Provided 90 medical nutrition therapy services to children, 231 to pre-conceptional or high-risk pregnant women or families with high-risk infants, and 26 to adults.
- Provided 197 consultations to caregivers and providers regarding patient care.

#### **Media Connections**

- Distributed Volume 3 Issue 3 of the Alive! Newsletter to 7,800 food stamp households in Durham County; 100 copies placed in DSS waiting areas. A survey card was included in the newsletter to obtain reader feedback on articles and any self-reported changes in nutrition/physical activity knowledge or behaviors resulting from reading the newsletters.
- Developed and printed bus ads, “How to Raise A Healthy Child”, in both English and Spanish for posting on 43 DATA buses (13,000 riders per day).
- Developed and printed two educational cards with nutrition messages and recipes, both in English and Spanish for use by the Durham Food Bank.
- Submitted Fitness Forum column articles for Herald-Sun Healthy Living section in May (folic acid) and June (calcium). (circulation 62,000).
- Accepted Durham Government Employee Wellness Day Proclamation from Board of County Commissioners. Aired on Time Warner Cable Government Channel (40,000 subscribers).
- Wrote an article for Health Notes newsletter distributed to Durham Public School staff, “NC Report Card 2002, Physical Activity” (outreach: 3,000).
- Aired a Winner’s Circle commercial with segments from Family Fare and the Durham Bulls Ballpark on UNC-PBS NC Now program.

5 A Regular Meeting of the Durham County Board of Health, held July 10, 2003.

- “Compliments to Local Chefs” article referenced Durham's Winner’s Circle in Durham Convention and Visitors Bureau Bulls Eye email newsletter (3,700 readers).
- Sent "Mix it with Milk Kid’s Day" press releases to Durham Convention and Visitors Bureau, Herald-Sun, DCHD Messenger, Durham County PI Office and posted on Durham County website. Event coverage included Carolina Parent (outreach - 121,000), Carolina Parent website, WDNC radio ads and on-site live interview (40,000 listeners), flyers distributed at Family Fare stores and to Hillandale Elementary students (1,700 flyers), Durham Convention and Visitor's Bureau Bulls Eye email newsletter (3,700 recipients), ad in Herald-Sun and several articles (circulation 62,000), Durham Skywriter (5,000 distributed).

**Health Promotion—Community Outreach**

- Provided nutrition sessions on fats in a game format at 6 senior centers that included a healthy snack taste test and handouts.
- Conducted nutrition presentations at three local churches; one presentation focused on youth, one on women and the other, families.
- Staffed community health fairs at Eagle Summit Baptist Church, Duke Street senior center, Triangle Labs Employee wellness fair, Lincoln Community Health Center focusing on HIV/AIDS and Durham Government Employee Wellness Booster.
- Conducted 5-a-Day promotion at DSS Main Street lobby. Participants sampled fruits and vegetables and received 5-a-Day handouts. 50 copies of the Alive! Newsletter were placed in lobby area.
- Conducted client surveys at the Urban Ministries food pantry to assist in determining food and nutrition information concerns/needs.
- Conducted bus ad surveys of 150 DATA bus riders (including Spanish speaking) while staff rode on DATA buses. Results will be analyzed to improve bus posters and outreach.
- Provided nutrition classes for a substance abuse group at the Durham Center and for parents enrolled in the Welcome Baby program.

**Community Collaborative Efforts**

- Presented "Nutrition for Prevention: Preconception and Beyond" to nurses from private physician practices in the Triangle area, covering issues such as listeriosis and folic acid supplementation prior to pregnancy.
- Conducted a Health Promotion Regional training for 20 regional staff on “Physical Activity/Nutrition related to Exercise and Body Composition Measurement”.
- Consulted with Whole Foods on Winner's Circle offerings at Durham Bulls Ball Park and with Jason’s Deli and YMCA Soul Good Café on labeling items that meet Winner's Circle healthy dining guidelines.
- Presented “Certificates of Appreciation” at an annual awards banquet to Child Nutrition Services staff of 10 elementary schools for their collaboration and support with DINE for LIFE during the year. Presented a DINE for LIFE “School Cafeteria Manager of the Year” award to the cafeteria manager who implemented changes to the cafeteria environment in her school. Changes included offering 1% and skim milk as options and increasing fruit and vegetables in school menus.
- Met with the Community Health Coalition to discuss community faith-based initiatives for providing food stamp nutrition education.
- Sponsored "Mix it with Milk Kid’s Day" with a collaboration of Family Fare Convenience stores, Southeast United Dairy Industry Association and Durham Winner's Circle held on a Saturday morning at the Hillandale Road Family Fare store. The Durham Sheriff's Department and the City Fire Department also participated.
- Met with Child Nutrition Services Supervisors to discuss and plan implementation of Winner’s Circle program in Durham Public School's cafeterias.
- Provided 50 “5-a-Day” and 50 “Stretching Your Food Dollars” nutrition insert cards in English and Spanish to Durham Food Bank to include in their food boxes. Provided guidance to food box distributors in selecting a balance of healthy foods for their food pantries.
- Presented the DINE for LIFE program at the Durham County Fitness Council.
- Participated in developing the Health Department grant proposal, “Steps to a Healthier U.S.” submitted to the U.S. Department of Health and Human Services in

6 A Regular Meeting of the Durham County Board of Health, held July 10, 2003.

partnership with the State of North Carolina and three regional health department groups;

- Participated in meetings of Action for Healthy Kids NC to develop nutrition guidelines/standards for presentation at NC School Food Service Association meeting; in Wellness Partnership meetings on the Wellness Trust Fund proposal for combating childhood overweight/obesity; and in the County "Healthy Everybody" work group meeting.
- Awarded \$3,000 by the Raleigh office of U.S. Food and Drug Administration to help support a food safety project in Durham County. Project activities will include:
  - School and community presentations on food safety, including EL Centro
  - County Commissioners proclamation in September (Food Safety Month)
  - Food safety information featured in the "Back to School" issue of the Alive! Newsletter sent to 7,800 food stamp households.
  - Bus ad using "FIGHT BAC" national theme for 43 DATA buses.
  - Durham Herald Sun Newspaper insert on food safety for September.
  - Food safety information distribution at community health fairs, senior centers, and at "Kid's Day Celebration" at Family Fare convenience store.
  - "Life-sized" food safety game for use in children summer camps loaned from the FDA.

**Training/Professional Development/Meetings**

- Pediatric Obesity Teleconference from the University of Alabama, Birmingham
- Minority Health Conference at UNC
- Social Marketing Conference at University of South Florida
- NC Dietetic Association 70<sup>th</sup> Annual Meeting and Expo – RTP
- Health Promotion Progress Check Reporting Conference-Call Training
- Respiratory Training for Health Care Workers
- County Trainings: Diversity as a Business Advantage, Dealing with Irate Customers, The Performance Management Process, Writing Work Plans
- Durham Coordination of Referrals & Eligibility Committee (CORE)
- Durham Council for Infants and Young Children
- Breastfeeding Support Network of Durham
- Meals on Wheels Board of Directors

**ENVIRONMENTAL HEALTH DIVISION**

- The abundance of rainfall for this spring and early summer has provided a continual, radio announcements, cable TV spots and information posted on the County web site.
- The excessive rainfall has also had an effect upon the daily activities of the Water and Waste Section. Lot evaluations and sewage disposal system installations are delayed during the rain and for a time while soil remains overly saturated. As soon as the rain takes a break for a few days and things begin to dry, an overabundance of request for services are received. Staff have managed appropriately despite having a vacant position. The position was offered and accepted recently by an Environmental Health Specialist from Illinois.
- The spring and summer has renewed activity in food service facilities such as mobile food units, push carts and temporary food stands. Each unit requires preliminary consultation, permitting and inspections and adds to the enforcement activities of staff. For the April-May-June quarter 22 plans were reviewed and 47 permits were issued for food, lodging and institutional establishments.
- Daryl Poe, Environmental Health Program Specialist with the Pool Program, reported that request for permitting and opening inspections of public swimming pools has proceeded slower than in past years (241 inspections and visits). Normally facilities are anxious to be open by Memorial Day, but as of July 1 there are over 15 public swimming pools that remain inoperative. Recent cool rainy weather may be to blame but cannot be confirmed as the reason for pools not opening.

**GENERAL HEALTH SERVICES CLINIC**

**BCCCP/Adult Health Screening Program**

- 20 women in May and 21 women in June were screened in the BCCCP Program.
- 21 women in May and 47 women in June were screened for domestic violence.
- 235 persons in May and 274 persons in June were screened for hypertension.

**Communicable Diseases Screening**

- 409 persons in May and 394 persons in June were screened in STD Clinic.
- 352 persons in May and 376 persons in June were screened for HIV: (171 tested in May and 182 tested in June at Durham County Health Department; 145 tested in May and 132 tested in June at Lincoln Community Health Center; 23 tested in May and 6 tested in June at the Durham County Jail, 13 tested in May and 56 tested in June through community outreach). There were 4 positive tests in May and 6 positive tests in June.

**Reportable Diseases (Other than STDs)**

	<u>May</u>	<u>June</u>
• Hepatitis A:	1	0
• Hepatitis B, Acute:	0	0
• Hepatitis B, Carrier:	*6	*9
• Rabies Bite Investigations:	4	2
• Tuberculosis Cases:	0	0
• Campylobacter:	1	4
• Salmonellosis:	1	1
• Shigella:	0	0
• E. Coli 0157:H7:	0	0
• Cryptosporidiosis:	1	0
• Pertussis:	0	1
• Rocky Mountain Spotted Fever:	0	0
• Brucellosis	0	0
• Malaria	0	0

\*Note: As we get lab reports of HBV carriers sent (forwarded) to us by the state, these do not represent new cases necessarily. They are often known carriers of some duration never reported initially by patient’s physicians.

**Outbreaks**

None

**Immunizations**

Immunizations given: 427 in May and 417 in June

**Pharmacy**

Prescriptions filled: 4,131 in May and 3,883 in June

**Laboratory**

Tests performed: 4,989 in May and 5,121 in June

**Activities of Staff**

- All immunization staff participated in the *Smallpox Vaccination Field Training* on May 9<sup>th</sup>.
- Sinatra Kitt, Immunization Clinic, attended *OSHA Training* on May 15<sup>th</sup>.
- Amy Xia, TB Clinic, attended *Introduction to TB Management Course* in Hickory, NC for TB Control Nurses.
- Mary Hoose, TB Clinic, attended TB Control Nurse Meeting with State Consultant in Raleigh.
- The TB staff and Epi-team members attended a Respiratory Protection Training Workshop provided by the PHRST IV in June.
- Board of Pharmacy inspection was conducted in June.

8 A Regular Meeting of the Durham County Board of Health, held July 10, 2003.

- Lee Werley, Pharmacy Director, attended ASHNA Coalition of North Carolina in June.
- Lee Werley created new policies and procedures for filling out prescription fax sheet.
- Jacquie Clements, HIV Counseling and Testing, presented at the North Carolina Black Legislative Caucus and at the Lott Carey Youth Seminar to over 500 youths.
- Cedar Eagle, HIV Counseling and Testing, assisted Health Education Division in Durham Herald-Sun and WB 22 television interviews regarding National HIV Testing Day.
- Cedar Eagle assisted Health Education with National HIV Testing Day outreaches at Urban Ministries and Carr United Methodist Church on June 27<sup>th</sup>.

**COMMUNITY HEALTH DIVISION**

**Women's Health:**

**Family Planning Clinic**

- There were 257 Initial and Annual physical exams performed in Family Planning Clinic in May 2003 compared to 263 performed in May 2002.
- There were 259 exams performed in June 2003 compared to 246 performed in June 2002.
- Wanda Thompson, WHNP began working as a Physician Extender II in Family Planning Clinic on 06-09-03. She transferred from Maternity Clinic where she had worked as a PE II for 5 years.

**Baby Love and Postpartum/Newborn**

- There were 411 Maternal Care Coordination services provided in May, and 476 were provided in June.
- 119 Maternal Outreach services were provided in May, and 128 were provided in June.
- There were 34 Postpartum Home Visits and 34 Newborn Home visits made in May, and the same number of mothers and babies were seen in June.
- The Baby Love program would like to thank Holy Infant Church for its continued commitment in donating food and financial support to needy families identified by the Baby Love staff.

**Maternity Clinic**

- There were 728 Maternity Clinic encounters to adults in May and 586 in June.
- There were 92 Maternity Clinic encounters to teens in May and 91 in June.
- Of the 110 new patients admitted for prenatal services in May, 52 (47%) were Hispanic. In June, there were 108 new patients; 48 (44%) were Hispanic.
- The services of two nurse midwives in Maternity Clinic are now provided through a contract with Duke University Medical Center.
- Debra Thomas resigned from a PHN II position June 30. This means that the Maternity Clinic is now down two nursing positions. Recruiting and interviews are taking place as quickly as possible.

**Children and Youth Services:**

**School Health**

- Janice Anderson has been working tirelessly with Durham Public Schools 504 Plan Coordinator, Wendy Ross-Vavrousek, to plan for the implementation of the diabetes program mandated by Senate Bill 911. This bill requires that there be staff in all public schools that have been trained in management of diabetes in children. The first training program will take place on July 8 and targets all "year round" schools. Janice has acquired donations (supplies) from Costco and Staples, which total approximately \$2,000. These donations have helped to defray the cost of printing the manuals and transparencies required. No funding came with the mandate from the State.
- Verna Conklin and Peggy Best, Exceptional Children's (EC) Nurse hired by DPS, have been serving the EC Program "Extended School Year" (ESY) summer school held this year at Forest View Elementary School. This program serves students from the Severe-Profound, Multi-handicapped, Multi-Categorical, Autistic, and hearing impaired classifications that have the potential for loss of skills acquired during the



9 A Regular Meeting of the Durham County Board of Health, held July 10, 2003.

regular school year due to summer interruption of educational instruction. There are currently 27 students in this program that ends July 10.

- Catherine Medlin, Teresa May, Nan Baker and Megan Harris attended an Asthma Summit held on June 25<sup>th</sup> at the Friday Center.
- Clementine Buford attended the National Association for School Nurses Conference in Cincinnati, Ohio on June 28-30. She serves as an executive committee member.

**Child Service Coordination**

- Shirley Lacy has been designated to serve as the Health Department staff person to participate in the System of Care Project, a network of coordinated and integrated community resources that support at-risk children and families to meet their needs based on individualized assessment.
- Tamara Bartreau resigned as Pediatric Outreach Worker. There is no plan to fill this position at this time.
- Suzanne Daly, RN, began employment as Child Service Coordinator on June 23, 2003.

**Neighborhood Nursing**

- Fayetteville Street - Deputy Lane was the guest speaker on Domestic Violence, presented to the women's support group, "Keeping It Real."

**Child Care Health Consultation**

- The Child Care Health Consultation program ended on June 30, 2003 due to the decision by Durham's Partnership for Children not to re-fund the project. The Public Health Nurses in this program filled available departmental positions. Norma Hodge will be the Lead Nurse Consultant and Myra Sample the Head Start Nurse with Operation Breakthrough. Katrina Teachey, Developmental Therapist, accepted a school social worker position with the Department of Social Services.

**Adult Health:**

**Home Health**

- Home Health would like to welcome two new staff to the program, Carolyn Coolidge, RN, PHN I, and Jacinta Boatwright, CNA, Community Health Assistant. Ms. Coolidge has extensive public health experience serving the geriatric population; Ms. Boatwright has worked with children and young adult populations in the community. These new members of the team will join in providing home health services to citizens of Durham.
- Home Health celebrated Certified Nursing Assistant Week to show appreciation for the Community Health Assistants' participation in the care of, and services to, home health clients.
- Magline Wearing, CNA, CHA, will attend the annual workshop for Community Health Assistants/Technicians in July 25, 2003 at Camp Caraway in Asheboro, North Carolina. The North Carolina Public Health Association sponsors the workshop.
- Kathleen McConnell, RN, Public Health Supervisor I and Cecelia Best, RN, PHN II, are scheduled to attend a training July 14 & 15, 2003, sponsored by the Medical Review of North Carolina, Inc. in preparation for the implementation of Outcome Based Quality Improvement (OBQI).
- Home Health continues to experience a shortage of nursing staff, and is unable to accept all referrals to the program.

**Jail Health**

- Jane Recktenwald, RN, PHN I, retired after 5½ years of service. The Jail Health Medical Program staff wishes her luck, and will miss her hard work and sense of humor.
- The program would like to thank Nancy Baker, RN, PHN I, School Health Nurse, for working at the jail during her summer break.
- Jail health continues to experience a nursing staff shortage; essential services continue to be provided.

## **DENTAL DIVISION**

- Dr. McIntosh attended the Dental Advisory Committee, the Board of County Commissioners meeting for the ceremonial transfer of the “Tooth Ferry” from Duke University Medical Center to the County in May. In June she attended the Old North State Annual Meeting.
- Dr. Ellis attended the School Health Team meeting to report the Dental Van activities.
- Dr. McIntosh, Dr. Ellis, and the other members of the van staff attended the Dental Van Committee’s last meeting with Susan Yaggy and her staff from DUMC Division of Community Health. The official transfer of ownership of the Tooth Ferry to the Durham County will occur in July.
- Four dental health presentations were given in DPS elementary schools by the Dental Division staff in May and one in June.
- Fariba Mostaghimi, a Dental Hygienist, began working in a part-time position on the dental van. As a result of budget reductions, the dental hygiene position was reduced from 1.0 FTE to 0.5 FTE as of July 1.
- In May, there were 140 clinic encounters (62.1% Medicaid, 23.6% sliding fee, and 14.3% Health Choice) and 744 procedures. In June, there were 162 clinic encounters (58.6% Medicaid, 30.9% sliding fee, 9.3% Health Choice, and 1.2% private insurance) and 840 procedures.
- During the month of May, the Dental Van was at E. K. Powe Elementary School where there were 103 encounters and 366 procedures completed.
- 55 students were screened at Glenn Elementary School. Two students were found to have obvious dental needs.
- In June dental van services were provided at camps and summer school programs at Y. E. Smith, Fayetteville Street and Glenn Elementary Schools. 124 procedures were performed during 26 encounters.

## **HEALTH EDUCATION**

- Caressa McLaughlin conducted STD/HIV educational sessions at the Teen Summit.
- Caressa McLaughlin attended a teleconference held in Raleigh addressing syphilis and men who have sex with men.
- Tim Moore coordinated the annual Barber and Beautician HIV/STD Peer Education training. The other staff members in the Communicable Disease Education Section participated and assisted in the facilitation of this program.
- Caressa McLaughlin collaborated with Alliance of AIDS Services-Carolina to coordinate a MSM focus group. This is part of the Statewide Community Planning Group’s needs assessment process.
- Caressa McLaughlin and Jessica Self attended the “Training of Trainers” workshop for the Peer Education Training Site (PETS) Program’s Phase Two training.
- Caressa McLaughlin conducted sessions on Peer Education and Other Infections during the PETS Training. Jessica Self conducted a session on communication for the PETS Training.
- Ashley Graham, Carlotta Lee, and Caressa McLaughlin attended the HIV Prevention School in Fayetteville, NC, sponsored by the NC HIV/STD Prevention and Care Branch.
- Caressa McLaughlin and Carlotta Lee staffed an exhibit at the Early Intervention Clinic’s Community Resource Day for persons living with HIV or AIDS.
- Carlotta Lee conducted a presentation on sexually transmitted diseases for Shepherd Magnet School.
- Jessica Self was part of the planning committee that presented the Magnolia Forum to HIV/AIDS service providers in the Triangle. The program focused on legislation, policy and advocacy.
- Carlotta Lee planned and conducted a workplace HIV training for staff at the Criminal Justice Resource Center.
- Carlotta Lee attended the North Carolina Central University SORTe (Student Orientation Registration Testing Event) on behalf of Project Save A Fellow Eagle (SAFE), stressing the importance of abstinence, safer sex, and other services SAFE provides.

11 A Regular Meeting of the Durham County Board of Health, held July 10, 2003.

- Ashley Graham, Carlotta Lee, Caressa McLaughlin and Tim Moore conducted educational sessions on sexually transmitted diseases for youth at NCCU's National Youth Sports Program (NYSP) summer camp program.
- The Communicable Disease Education staff, in collaboration with staff from the Health Department Clinic and El Centro Hispano, planned and conducted the National HIV Testing Day event that was held at Carr Methodist Church on June 27. Thirty people were tested for HIV and syphilis during this event. Media coverage included an article on the front page of the Durham Herald-Sun on June 26, an article in Nuestro Pueblo (part of the Durham Herald Sun) on June 27 and news coverage on WB22 on June 26. In addition, outreach was conducted in the community near the testing site to encourage individuals to attend the event and get tested.
- Also in recognition of National HIV Testing Day, staff provided syphilis and HIV screening at Urban Ministries on June 27, testing 15 people. Ashley Graham and Jessica Self assisted in providing HIV/syphilis counseling and testing and education to clients of the Durham Center on June 26. Twenty-four people were screened for syphilis and no positive results were recorded.
- Project STAND conducted an ICEE with Project StraightTalk on June 30. Seven individuals were tested for syphilis and HIV.
- Joanie Hoggard was featured in a domestic violence education and resource video produced by the Durham Crisis Resource Center.
- Aimee Krans recorded a public service announcement about the importance of physical activity on WDNC Radio.
- Joanie Hoggard recorded a gun safety PSA and was a guest on the 30-minute talk show on WDNC radio.
- The 2003 City/County Government Wellness Booster was carried out with great success through various collaborative efforts, which include the Downtown YMCA and members of the County Wellness Team.
- The Lead Education and Assessment Program (LEAP) conducted 200 screenings. Targeted areas included elementary schools, childcare centers, community sites, and two homes. As of May 22, LEAP has provided screening in all 27 elementary schools.
- LEAP conducted outreach in Wellington Place and Crossroads Apartments. Over 300 packets of information were distributed. One-on-one information was also given. Eight children were screened from both sites.
- The Durham Coalition on Adolescent Pregnancy Prevention sponsored a teen summit on May 3, 2003 reaching 150 participants. Together Everyone Accomplishes Something (T.E.A.S.) was a co-sponsor. Each T.E.A.S. participant that attended and recruited a teen to attend received credit for community service hours.
- Jennifer Woodward conducted Human Growth and Development sessions at Southwest and Eno Valley Elementary Schools. She also conducted tobacco prevention education at Githens Middle School for 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> graders.
- Jennifer Woodward attended a Tobacco-Free Schools State Task Force meeting, a forum on Reducing Sales to Minors, and made a presentation at the Safe and Drug-Free Schools meeting.
- Nicole Sims and Annette Carrington attended a teleconference on the revised curriculum, "Counseling Women who Smoke."
- Lead screenings were held at Kidzville Daycare, Unlimited Love Childcare, Little People, Carolyn's Luv and Care, Good Shepherd, Gloria's Home Daycare, Toddler's Academy, Kyra's Place, Carebear Home Daycare, Russell Memorial, and Creekstone Creative School.
- Heather Scott and Annette Carrington participated in a health fair sponsored by Greater Saint Paul Missionary Baptist Church. The focus of the event was on outreach to the Latino community. Lead screenings were provided at the health fair.
- Heather Scott, Jennifer Woodward and Robin Tanas-Pittman attended the North Carolina Asthma Summit Asthma Conference. Basic asthma education will be included when LEAP expands to include other environmental health hazards education to children.
- Members of Family Connections Team participated in the annual Health and Social Day at Shepard Magnet School.
- Renee Parks-Bryant, Jennifer Woodard and Heather Scott conducted educational sessions at the summer camp at First Calvary Baptist Church.

12 A Regular Meeting of the Durham County Board of Health, held July 10, 2003.

- Renee Parks-Bryant conducted a “Home-talk” training for Infant Mortality Lay Health Advisors.

**HEALTH DIRECTOR’S OFFICE**

- On May 9, 2003 the Durham County Health Department held a mock “Mass Vaccination Clinic” at the Durham Armory. Sue Guptill, Community Health Division Director, and Becky Freeman, Nutrition Division Director, coordinated the drill. This full-scale exercise served to test the development and execution of our “Mass Vaccination/Distribution Plan”. Staff have been organized into six Response Teams, each with a designated Site Manager, Supervisors, Team Leaders and assistants. Roles and responsibilities of all positions (Crowd Control Officer, Supply Officer, Greeter, Screener, Vaccinator) are identified and documented. For the exercise two Response Teams were combined to staff the clinic while the remainder of employees served as vaccinees. This exercise was an important test of our system and allowed for the identification of processes that can be improved to expedite the movement of patients through the system.
- Attended two Durham System of Care meetings. Protocols are now in place for agency case managers from the Health Department, Social Services, Durham Center, Durham Public Schools and the Juvenile Justice System to identify and work closely with families whose children are at risk.
- Attended the May Durham Partnership for Children Board meeting. The Board followed the recommendation of the Allocation Committee to defund the Childcare Consultation Project. The Department is working to identify alternative funding sources to restart the project at some point in the future.
- Presented public health challenges for Durham County to a biology class at Riverside High School. As expected the students asked many pointed questions. The discussion was quite lively.
- Met with representatives from Duke University Health System and Durham County Government regarding a proposal to initiate an obesity management and prevention project with Durham County Schools.
- Chaired two meetings of the Durham Family Initiative Project involving community leaders that are attempting to significantly reduce child abuse and neglect in Durham over a ten-year period.
- Presented the Health Department’s proposed FY 2003-2004 budget to the Durham Board of County Commissioners. The BOCC passed the budget plan at the June 23<sup>rd</sup> meeting. The Health Department lost one FTE position, a half time dental hygienist and a half time nurse.
- Attended the Durham Fitness Leadership Council to discuss the planning for the obesity management and prevention project. The Leadership Council was very supporting of the concept.
- Jim Kirkpatrick, MD, NC Bioterrorism Coordinator, visited with the Leadership Team and the Region Four Public Health Regional Surveillance Team to discuss current activities and upcoming funding issues related to the Centers for Disease Control Bioterrorism Grant.
- Met with the team from Dartmouth University that has been engaged by Durham Health Partners to assist in conducting the Community Health Assessment. The team will administer a health belief and behavior telephone survey to more than 500 residents and an over-sampling of Hispanic residents.
- Met with Glen Whisler, County Engineer, to begin planning for the new Human Services Building. This begins a long series of meetings and discussions that will result in a new building targeted for completion by 2008.
- Held the Quarterly Staff Meeting in the BOCC Chambers. Security Guard Milton Crocker was named employee of the quarter for his unfailing service to employees and customers of the Health Department. Jordan High School maintenance worker Randolph Ebanks was recognized with a plaque and the appreciation from the Health Department for his tireless efforts to support the Special Needs Shelter during the December ice storm.
- The Health Department became involved in the recent Orange County SARS case because a suspected contact was seen at Duke Hospital Emergency Department. Daily conference calls and a meeting in Raleigh to discuss case management strategy. and press briefings were held. The index case recovered and there were no secondary

13 A Regular Meeting of the Durham County Board of Health, held July 10, 2003.

disease transmissions. Two potential contacts developed unrelated pneumonia. One of the suspected contacts died at Western Wake Medical Center from unrelated pneumonia and heart failure.

- Attended a meeting of the Duke Bioterrorism/Infectious Disease group. Managing staff exposures to the potential SARS contact was discussed at length.
- Attended a luncheon with Senator John Breaux from Louisiana to discuss health issues on Capitol Hill and opportunities to develop a prospective health care system with federal involvement. Dr. Ralph Snyderman, Chancellor for Health Affairs, DUMC, hosted the luncheon.
- Attended the Duke and Carolina combined Regional Advisory Committee (RAC) meeting to discuss regional response to bioterrorism and the role of public health in preparedness. It was agreed that infection control staff from all regional health facilities should attend the meetings.
- Joined a large contingent of Durham community health leaders in a visit to Raleigh's Healing Place, a community funded homelessness and substance abuse treatment program. The facility is modeled after The Healing Place in Louisville, Kentucky. The facility claims a 60% success rate with an average daily cost of \$25 per resident.

The Chairman discussed that a lack of communication between a public agency director and its board can result in it being an ineffective and uninformed trustee of the agency and does not serve in the agency's long-term interest.

The Health Director said as a public official he is required to sign a Financial Disclosure Statement that is filed with the Clerk to the Board of County Commissioners on a yearly basis.

[In summary] A Code of Ethics for Appointed and Elected Officials of Durham County was adopted by the Board of County Commissioners on March 22, 1993 that declares... *the proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that governmental decisions and policy be made publicly; that public offices not be used for personal gain; and that the public maintain confidence in the integrity of its government. The purpose of this policy statement is to set forth guidelines for ethical standards of conduct for all such officials by setting forth acts or actions that are incompatible with the best interests of Durham County.*

In response to a question from Dr. Jacobs, Mr. Letourneau said the Health Department's grant with Durham's Partnership for Children was de-funded. He said the Department made the decision not to apply for a subsequent Request for Application for a nutritionist because of staffing problems resulting from a resignation in the Nutrition Division and the difficulty in recruiting the position.

The Health Director said at this point it was not in the best interest of the Department or DPfC to apply for that small amount of funding. He said the Department would investigate other funding to reconstitute the project.

Dr. Jacobs reported that the Board of County Commissioners funded additional personnel in the offices of the Public Defender and the District Attorney in an attempt to screen out individuals, especially non-violent offenders, before they enter the jail. She said this action should indirectly impact the Health Department's Jail Health Program budget in that the County would not assume responsibility for their health care.

The Health Director said providing jail health care has been a very big problem for the County. He appreciates all the efforts to expedite the bonding process for those whom it would appropriate to be bonded out early. He said the Department will work closely with these offices and is presently working with the Emergency Medical Services to move persons who require treatment directly into the hospital, before they are booked rather than into the jail and then to the hospital.

Mr. Letourneau expressed appreciation for the Board of County Commissioner's support and the degree of funding provided the Department during the budget process.

14 A Regular Meeting of the Durham County Board of Health, held  
July 10, 2003.

**CLOSED SESSION.** Ms. Salois-Deane made a motion that the Board move  
from a Regular Meeting [NCGS 143-318.11(c) into Closed Session [NCGS 143-  
318(a)(6) to discuss a personnel matter. Dr. Spain seconded the motion and it was passed  
with no opposition.

Following the Closed Session, a motion was made to reconvene the Regular  
Meeting. The motion was seconded and approved.

Closed Session ACTION: The Chairman reported no action was taken.

A motion was made to adjourn the Regular Meeting. The motion was seconded  
and approved.

---

William T. Small, MSPH  
Chairman

---

Brian E. Letourneau, MSPH  
Health Director